Minutes of the Kendall County Sheriff’s Office Merit Commission Meeting  
Held Thursday, March 5, 2015  
5:00 p.m.

Present were Bryan Abramowitz, Richard Gaffney, Jack Westphall. Also present were Dwight Baird, Harold Martin, Scott Koster, and Tracy Page.

The meeting was called to order at 5:06 p.m. and a roll call was taken of the members. Present were Bryan Abramowitz, Richard Gaffney and Jack Westphall. Three members present created the necessary quorum for voting purposes.

Abramowitz asked for a motion to approve minutes from the June 7, 2013 meeting. Westphall made the motion, seconded by Gaffney. All members present voted aye, motion carried.

Abramowitz asked for a motion to approve the agenda. Westphall made the motion, seconded by Gaffney. All members present voted aye, motion carried.

Abramowitz asked for public comment, no public in attendance, no public comment

Abramowitz started with both old and new business of entry level and promotional interviewing. Baird stated that entry level written testing has been completed in November 2014 according to past practice. The list is posted on the website. The next step in the process is interviewing of the entry level based upon the top candidates on the list. Koster stated that there is no scoring of the interviews, it is pass/fail. Baird asked referencing the interviews how the Merit Commission would like to conduct the interviews. Baird stated that past practice has been that Command staff conducts the interviews and asked if the Merit Commission members would like to assist. Abramowitz does not have any concerns with how things are conducted but there is no harm in more oversight; Westphall would like to be involved in the interviews. Baird suggested that the interview process for both entry level and promotional testing be conducted as past practice and have the Merit Commission members invited to the interviews and it would be their option if they attend or not. After this round of interviews for both entry level and promotional interviews and the Merit Commission had a chance to assess the process, changes may be made. Baird stated again to run the interviews as in past practice. Abramowitz encourages that the Merit Commission leaves it as is for this round through. Abramowitz stated that no action is necessary regarding the current testing process for both entry level and promotion, as they have been approved in past minutes and meetings.
Abramowitz stated that there were additions to new business and that is to reestablish the officers to be voted upon next meeting. There currently is a vacant Chairman role and alignment of terms needs take place. Member Gaffney term expires in 2015 needs to be reappointed. Westphall expires in 2017 and Abramowitz expires in 2019.

Abramowitz stated that voting on officers will need to take place next meeting. Abramowitz officer position of Chairman, vice chair Westphall and Secretary Gaffney. Voting will take place next meeting

Westphall mentioned that he would like to see a commission of 5 members, Baird stated he would have to do some research on how to expand, he is used to a 3 member Commission. Koster stated that the Commission could pass anything except a change in the rules; the governing body would have to approve the change.

Abramowitz stated all members’ need to take the training on the open meetings act.

Abramowitz would like to get on a quarterly meeting schedule, setting the next meeting for Thursday, June 11, 2015 @ 5pm

Westphall made a motion to adjourn the meeting, seconded by Gaffney. All members present voted aye. Motion carried. The meeting was adjourned at 5:59 p.m.

Respectfully Submitted,

Tracy Page
Recording Secretary